

Alaska Workforce Investment Board
Executive Committee
Tuesday, April 14, 2009 - 10:00 a.m.
Teleconference: 1-888-354-0094, Conference ID#4461969
Meeting Minutes

- **Call to Order 10:02:** X Jim Lynch, AWIB Chair; X Neal Foster, AWIB Vice Chair; X Doug Ward, WR/EP Chair; ___ Jim Laiti, PP/AE Chair; X Linda Hulbert, Legislative Chair; Vacant, Youth Council Chair; X Andy Baker, Immediate Past AWIB Chair

Quorum of 5

Guests in attendance: Commissioner Bishop, DOLWD; Carol Collins, Policy & Program Specialist, ESD/DOLWD; Kathy Craft, Board Member; Corine Geldhof, Director, DBP/DOLWD; Chris Gregg, Board Member; Amy Iutzi, Education Specialist II, ESD/DOLWD; Mike Shiffer, Assistant Director, DBP/DOLWD; David Stone, Deputy Commissioner, DOLWD; Michelle Zenger, Board Member

Staff in attendance: Greg Cashen, Executive Director, AWIB; Bejean Page, Administrative Assistant II, AWIB

- **Approval of Agenda**

Doug Ward made a motion to approve the agenda, Neal Foster seconded. Vote taken, MOTION passed.

- **Approval of Minutes - February 10th**

Doug Ward made a motion to approve the minutes, Neal Foster seconded. Vote taken, MOTION passed.

- **Action Items**

1. October 2008 AWIB Meeting Minutes

Doug Ward made a motion to approve the minutes, Neal Foster seconded. Vote taken, MOTION passed.

2. February 2009 AWIB Meeting Minutes

Neal Foster made a motion to approve the minutes, Doug Ward seconded. Vote taken, MOTION passed.

3. May 2009 AWIB Agenda

Changes to the agenda were discussed. There was discussion about removing some of the training center tours but many board members showed their support for keeping the tours on the agenda and talked about how important they are for the board to visit. Commissioner Bishop suggested we have the Operators Tour during lunch which would free up some time. We looked at shortening the Board Orientation - AWIB Member

Handbook time slot on the agenda and staff was asked if this training could also be put on the website. Jim Lynch emailed the changes to everyone during the meeting. Linda Hulbert made a motion to approve the agenda with changes discussed, Doug Ward seconded. Vote taken, MOTION passed. Jim Lynch & Greg Cashen will work together to finalize the agenda with changes noted and will resend to the board.

4. Modifications to Alaska Unified Plan for Adult Basic Education (ABE)

Amy Iutzi, Education Specialist II with ESD/DOLWD gave a brief overview of the modifications for the ABE part of the Alaska Unified Plan and provided the documents for the Exco to review. The Commissioner has signed assurances of DOLWD support. Neal Foster made a motion to support the modifications to the unified plan for ABE, Doug Ward seconded. Vote taken, MOTION passed.

- **Discussion Items**

David Stone asked that he be able to give a status update on STEP. STEP legislation passed out of house committee and will be on the floor tomorrow, he doesn't anticipate any opposition so it should then go to the Senate. He thanked Doug Ward and Linda Hulbert for being great champions of the program and said the department is very appreciative. He would like to see the legislation get through the Senate so the department can develop statute and regulation changes to make it more efficient. It would be helpful if the AWIB members could weigh in now because we are running out of time. Doug Ward asked that members write letters to their Senators, showing individual board member support. David Stone and Greg Cashen will send out quick notes to board members to help them write letters of support to their Senators.

1. Extension of Alaska Strategic State Plan for Title 1 WIA

Carol Collins, Policy & Program Specialist, ESD/DOLW and Mike Shiffer, Assistant Director, DBP/DOLWD attended the meeting to update the board on the extension of Alaska Strategic State Plan for Title 1 WIA.

Congress passed the American Recovery and Reinvestment Act of 2009 (ARRA) and USDOL realized that many of the State plans would be expiring at the end of June. Normally process of evaluating plans, changes needed to continue WIA and Wagner Peyser. Formal extension of existing plan and then use the 90 day period to modify the plan. We wanted to alert the board to the action we are taking because we had to extend by April 15th. We have to modify this plan and we would like the board's help, specifically the policy and planning committee. USDOL has clear instructions that identify 20 or so specific elements that we need to review and look at in the whole plan. We feel confident that our existing priorities with the gas line project are still intact. We may want to change some of our strategies. We need to modify by June 30th. Hope that we would have something ready for the full board to consider at the May meeting and then we will put it out for public comment and then submit to USDOL. It is very important to do the analysis on the plan.



**ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT**

Jim Lynch is going to give a message to Jim Laiti to set a date for a special Policy and Planning/ Assessment and Evaluation committee meeting to do the work so there is a report to the board in May.

**At this point in the meeting Commissioner Bishop was going to have to leave the meeting and asked that for the good of the order we recognize David Stone's son who was the commander of the Navy Seal rescue at sea this last weekend. Congratulations and well wishes all around.

2. Review of February AWIB Assignments and Action Tracker
The following changes were made to the action tracker (In Red):

ACTION TRACKER

WHO	WHAT	DUE BY	STATUS
Executive Committee	Questions from Public Testimony – go to the Exco and then to committee for action		Done – this will be the process
Executive Committee	Training for new members – possible ½ day at next board meeting		Done – put on May board meeting agenda
Executive Committee	Members need to choose a committee to serve on. Will discuss at next Exco.	As soon as possible	Leave for Exco – In process
Executive Committee	Add October AWIB Meeting minutes to next meeting for approval.	March 20 th	Done – minutes approved.
Legislative Committee	Improvement in process with STEP & process AWIB step task force takes.		Move to Legislative Committee
Executive Committee	What is our level of involvement in the stimulus package – invite Guy Bell to the May Exco to address this.		On agenda for May Exco
AWIB Staff – Greg Cashen	Governor's initiative on "Legacy".		Greg will follow up with Joe Austerman
AWIB Staff – Greg Cashen	Approve AWIB meeting dates for October 09 and February 10. (Did you want to set them a year out?)	May board meeting	Greg will put the October dates on the May Exco agenda
Executive Committee	Develop and approve agenda for May board meeting.	March 24 th	Done – agenda approved

The remainder of the action tracker from the February board meeting was tabled for the May Exco due to time constraints.

3. Update on Stimulus Funds

Tabled to May Exco. Guy Bell is busy with the end of the session but will attend the May Exco and address this topic.

4. AWIB Committee Structure

Tabled to the May Exco due to time constraints.

- **Reports**

1. Director – Greg Cashen

Greg said that he has received two resignations from the board, Betty Jo Dibble and Paulette Schuerch. Linda Hulbert asked if there was a general theme or reason why board members resign. Greg noted that it is a volunteer board and sometimes time with regular day job duties can be a factor.

2. Chair – Jim Lynch

Next meeting May 12th, 10:00 a.m.

3. Committees – Committee Chairs

None

- **Other Items:** Questions from AWIB Members

None

- **Adjournment: 11:00** - Next Ex Co Meeting May 12th